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Incorporated 1899

# TOWN OF JEROME

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## RESOLUTION NO. 540 EXHIBIT "A"

### Article 13-9 DROUGHT AND WATER SHORTAGE PREPAREDNESS PLAN

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#### Section 13-9-1 Executive Summary

The Town of Jerome recognizes the necessity for protection of its water supply by monitoring water use to existing, pending, and future development within its water service areas in order to ensure the continuing stability of the Town, and to promote the health, safety and welfare of all citizens, visitors and users of Jerome water. This Drought and Water Shortage Preparedness Plan (DWSPP) addresses the options and drought mitigation strategies to reduce the impact of drought and other water shortages to the Jerome water users.

#### Section 13-9-2 Definitions

In this Article, unless the context otherwise requires, the following definitions shall apply:

Account - the individual identification of a property being served water by the Town.

Customer - the individual, partnership, business, or corporation in whose name the application for water service is made.

Demand Reductions - Demand reductions are all measures taken by the Town to reduce the use of potable water in response to water drought or supply insufficiency conditions. Demand reduction

includes measures which would restrict water further than a normal, conservation-minded desert lifestyle.

Drought - Water drought is a long period of abnormally low precipitation (rain or snow), especially one that adversely affects growing or living conditions.

DWSPP – means Drought and Water Shortage Preparedness Plan.

Effluent - means outflow from a sewer treatment facility or sewage disposal system and remains effluent until it acquires the characteristics of ground water or surface water. Effluent that is reused is treated to a quality suitable for non-potable applications such as landscape irrigation, decorative water features, and non-food crops.

Emergency Authority - The Town Manager, or a certified operator acting under the direction of the Town Manager, has the authority to make operational adjustments and/or changes to the potable water system for the purpose of protecting the system from damage, maintaining water supply, or restoring the system to operation after a system failure.

Fountain – Any water feature that is solely or partially used for decorative purposes.

Irrigate - To supply landscaping or crops with potable water from the Town's water system or private well.

Maximum Storage Capacity - The total water resources available when all existing water storage tanks are full.

Potable water – means water suitable for drinking or cooking purposes from both health and aesthetic considerations, and which meets the quality standards prescribed in the Safe Drinking Water Act.

Reclaimed Water – Recycled wastewater treated to improve its quality. Reclaimed water can serve in many capacities where it is unnecessary to use high-quality potable (or drinking) water.

Safe Storage Capacity – Water resources available based on seventy-five percent (75%) of maximum storage capacity.

Supply Insufficiency - Supply insufficiency occurs when water available is not sufficient to meet immediate unrestricted demand. A supply insufficiency can be of relatively short duration. Supply insufficiencies can be caused by unforeseen increases in water demand, failure of a part of the storage or delivery system, water quality problems or any number of other natural or man-made situations that result in an inability to provide a sufficient, unrestricted supply of water.

Town – means the Town of Jerome, Arizona.

User – means the owner, tenant, trustee, mortgagee, receiver or occupier whether person, corporation, firm or municipality of property that is connected to the municipal water system.

Wasting Water - To use or expend water unnecessarily, thoughtlessly or carelessly. Examples include, but are not limited to, allowing water to run into the street/gutter, allowing water to pool, irrigating during precipitation events, and failing to repair water leaks. A representative of the Town shall make the determination of Wasting Water.

### Section 13-9-3 Purpose and Objectives

A. The purpose of the DWSPP is to provide strategies and procedures for periods of time when the Town's normal and customary water supplies may not be able to meet the Town's needs due to below normal precipitation or other issues that have affected the municipality's water supply. A DWSPP plan is also a resource that can be used should a meteorological drought last for several years. The objective of the plan is to provide ways for the Town, businesses, and residents to aid in water demand reduction when a water supply insufficiency occurs, and to provide a framework for operations during times of drought and water shortage.

### Section 13-9-4 Authority

A. Town Manager: The Town Manager, or his/her designee, in consultation with the Public Works Department and/or the Fire Chief, is hereby authorized to declare and suspend Demand Reduction Strategies and elements of Strategies. These may be initiated and suspended based upon Resource Status Levels, or other pertinent information, which evaluate the relationship between water demand and safe storage capacity. The Town Manager is further authorized to take any operational measures deemed necessary to protect the potable water system. The Town Manager shall inform the Council within 24 hours regarding any such actions taken by him or her.

B. Town Council: The Town Council may authorize exemptions to Strategies and/or elements of strategies when necessary for the protection and preservation of the public health, welfare and safety.

C. Applicability: This DWSPP is applicable to ALL users of Town water, regardless of whether they live within or without the corporate limits of the Town.

### Section 13-9-5 Best Practices/Industry Standards

A. Preparedness: The DWSPP provides Town leaders the opportunity to react quickly and implement appropriate restrictions early, while making allowances to suit situational needs. During drought, water shortage, or at all other times, the ultimate goal for the municipality is to protect and preserve public health, welfare and safety and minimize adverse impacts.

B. Responsiveness to Citizens: Jerome's goal is to continue to provide sufficient water to meet the needs of its citizens. Should water shortage conditions arise, the Town of Jerome wants to be sensitive to the needs of its citizens and water customers and wants to be sure that residential customers and business interests are provided with the information necessary in order to comply with demand reduction measures when they are necessary.

C. Equity and Fairness During Water Shortages: The impacts and hardships caused by drought or other water shortages should be shared equitably and in proportion to the magnitude of the shortage. Not all uses of water are the same. Some uses, such as reserves for fire suppression, critical cooling applications, and medical necessity will have to take priority over less universally beneficial applications of the available resource, such as lawn and park irrigation, maintenance of decorative fountains or water features, and cooling of outdoor recreation areas.

D. Public Education: In order to effectively provide ways for the residents and businesses to participate in water demand reduction when a water supply shortage occurs, the Town must provide the public with education and information about the Drought and Water Shortage Preparedness Plan and the Town's Demand Reduction Strategies, in the manner set forth in Section 13-9-7.

E. Water Conservation: Water conservation, by its very nature, should be a normal component of a well run town, which seeks to maintain a reliable water resource, and is particularly applicable to

communities like Jerome, that are located in desert environments. Water conservation should be an ongoing practice of the citizens of the community.

F. Common Practice of the Town: As a common practice, the Town of Jerome will make every effort to adhere, to the extent possible, to the provisions outlined in Section 13-9-6 (D)(1), "Demand Reduction Strategy I – Water Alert," regardless of whether that particular Reduction Strategy has been ordered by the Town Council and/or the Manager.

G. Adherence Mandatory: Adherence to Water Resource Status Levels I, II, and III, and their corresponding Demand Reduction Strategies I, II, and III – "Water Alert", "Water Emergency", and Water Crisis", are mandatory whenever any one of those particular Demand Reduction Strategies have been declared, and are strictly enforced.

H. Encouragement: The Town of Jerome strongly encourages all Town of Jerome water users to adhere to the provisions outlined in Section 13-9-6 (D)(1), "Demand Reduction Strategy I – Water Alert" on a daily basis, regardless of whether that particular Reduction Strategy has been ordered by the Town Council and/or the Manager.

I. New Landscaping for Commercial Projects: New landscaping for commercial projects should only be accomplished with plant materials that require little or no supplemental irrigation water.

#### Section 13-9-6 Demand Reduction Strategies

A. The Demand Reduction Strategies outlined in this plan incorporate a variety of measures to reduce the use of potable water in response to water drought or supply insufficiency conditions. Demand reduction includes measures, which would restrict water further than a normal conservation-minded desert lifestyle.

B. COMPLIANCE WITH DEMAND REDUCTION STRATEGIES IS MANDATORY FOR ALL JEROME WATER USERS, AND ANY VIOLATION OF THE DEMAND REDUCTION STRATEGIES MAY RESULT IN SURCHARGES BEING ADDED TO A JEROME WATER USER'S UTILITY BILL, AS FURTHER PROVIDED IN SECTION 13-9-8 OF THIS DROUGHT AND WATER SHORTAGE PREPAREDNESS PLAN.

C. Water demand reduction during a drought may incorporate both voluntary and mandatory measures. Many of the organizational demand reduction strategies to a drought condition, including conservation measures, are appropriate for responding to a short-duration supply insufficiency. Generally, responses to a systemic failure will be more rapid and may omit intermediate steps normally associated with an incremental drought response plan.

D. It is evident that drought is not a constant or totally predictable condition in occurrence or duration. Rather, there are levels of drought and levels of drought impact, and therefore, levels of demand reduction strategies. This plan includes three (3) levels of Demand Reduction Strategies, as follows:

##### 1. DEMAND REDUCTION STRATEGY I -- "WATER ALERT"

Goal: The normal, correct state of the Cleopatra Hill water tanks is full to the brim and slightly overflowing. During the period May 1 through September 30 or each year, or if there has been no overflow from the tanks for 48 consecutive hours, Demand Reduction Strategy I will be implemented to reduce demand and return the tanks to their normal state. The Town Manager, or his/her representative, will monitor the tanks on a regular basis to determine when and if such overflow is occurring. Strategy I mandates:

- a. Water shall be conserved both inside and outside the home or business using best practices available to minimize waste. No person shall waste water.
- b. Outdoor water use shall not occur between the hours of 9:00 AM to 5:00 PM.

- c. Vehicle washing shall only be undertaken with a bucket and hose with a shut off nozzle or other water saving devices such as a pressure washer.
- d. Cooling of outdoor areas with water or misting devices is prohibited.
- e. Restaurants shall serve water to customers upon request only and shall display table tents or other types of public notice to this effect.
- f. Construction projects shall use only reclaimed water or effluent or supply their own water for on-site use and dust control.

During a “Water Alert” the Town of Jerome will read water meters on a monthly basis.

## 2. DEMAND REDUCTION STRATEGY II – “WATER EMERGENCY”

Goal: If Demand Reduction Strategy I fails to return the Cleopatra Hill tanks to their normal state and the water tanks drop to under 90% full for 48 consecutive hours, Demand Reduction Strategy II will be implemented to return the tanks to their normal state. Strategy II includes all points in Strategy I and also mandates:

- a. Outdoor water usage shall be restricted to the hours between 6:00 PM and 6:00 AM. Watering days shall be restricted: properties with even numbered addresses may irrigate only on Wednesday, Friday and Sunday; properties with odd numbered addresses may irrigate only on Tuesday, Thursday and Saturday. Where there is no discernable address, the even numbered address schedule shall apply. No irrigation shall be allowed on Monday, except by the Town. No more than 450 gallons per site per 24-hour period shall be permitted. For those with hose and/or sprinkler systems, a maximum of 45 minutes per watering is permitted; for those with a low flow drip system, four hours is permitted.
- b. No vehicle washing or watering down of sidewalks, decks, parking areas, patio or other similar surfaces shall take place at any time.
- c. Water shall not be added to fountains, water features, recreational swimming pools, spas or wading pools holding more than one hundred (100) gallons, except to support animals and maintain fish ponds.
- d. Transient lodging facilities shall wash customers’ linens, if a stay is in excess of one night, upon request only, and the facility shall display a notice to that effect.

## 3. DEMAND REDUCTION STRATEGY III -- “WATER CRISIS”

Goal: Demand Reduction Strategy III will be implemented in the event of a catastrophic failure in the water collection or distribution system or when the tanks are under 80% full for 48 consecutive hours. Strategy III includes all points in Strategy II and also mandates:

- a. No potable water shall be used for outdoor purposes, except to support animals and maintain fish ponds.
- b. No potable water may be used in violation of any other restriction deemed necessary by the Jerome Town Council for the purpose of protecting the welfare of the citizens of Jerome.
- c. Water system connection permits shall not be issued and permitted new connections shall not be activated.

Section 13-9-7 Demand Reduction Strategy Implementation

A. The Jerome Public Works Department shall monitor the projected supply and demand for water on a daily basis during periods of emergency or drought and shall recommend to the Town Manager the extent of the demand reduction measures required to prudently plan and supply water to the water users.

B. The Town Manager, or his/her designee, in consultation with the Public Works Department and the Fire Chief, is hereby authorized to declare and suspend the Demand Reduction Strategies and elements of Strategies that are set forth in this Plan. The Strategies may be initiated and suspended based upon Resource Status Levels, or other pertinent information, which evaluate the relationship between water demand and safe storage capacity. The Town Manager shall inform the Council within 24 hours regarding any such actions taken by him or her.

C. The declaration of any change in the Demand Reduction Strategy level may be made by:

1. Declaration by the Town Manager; and
2. Issuance of a Press Release to radio stations and newspapers of general circulation in the community; and
3. Appropriate postings at the Town's official posting locations and on the Town of Jerome website; and
4. Appropriate signage at strategic locations throughout the Town, that clearly advise citizens that the prevailing Demand Reduction Strategy is then existing (i.e., "Water Alert," "Water Emergency" or "Water Crisis"); and,
5. In the event that restrictions are increased, personal notice delivered by Town employees or volunteers.

D. The Demand Reduction Strategy designated shall become effective immediately upon posting by the Town.

E. The Notice of Demand Reduction shall give the extent, terms and conditions regarding the use and consumption of water. Upon such declaration and posting, due and proper notice shall be deemed to have been given to each and every Jerome water user.

F. This implementation may require the reallocation of current staff to enforce the provisions of this Plan.

G. The Town Manager has emergency authority to take any operational measures deemed necessary to protect the potable water systems. In the event such action is taken, he/she shall notify the Town Council within 24 hours.

Section 13-9-8 Violations, Warnings, Surcharges

A. All Demand Reduction Strategies of the Plan shall be enforced administratively by the Town of Jerome.

B. Enforcement of the Plan may require the reallocation of current Town of Jerome staff.

C. Enforcement shall consist of public education forums, on-site inspections by Town employees, written warnings, and, as a last resort, the addition of surcharges to the monthly utility bills of any Town of Jerome water user found in violation of the Plan.

D. Violations of this Plan shall result in the levying of the following surcharges:

1. First violation - \$25 surcharge
2. Second violation - \$100 surcharge
3. Third violation - \$250 surcharge
4. Fourth violation – \$250 surcharge plus water service shut off, with the provision that all outstanding surcharges must be paid prior to reconnection of water service

Section 13-9-9 Appeal of Assessment of Surcharge

A. The assessment of a surcharge may be informally appealed, in writing, within fourteen (14) calendar days of the notice of the surcharge assessment.

B. The written appeal shall be received by the Town Manager within said fourteen (14) calendar day time limit, or the right to such appeal shall be permanently waived.

C. The written appeal shall be reviewed by the Town Council, who shall determine whether the appeal has merit, taking in to account all the available facts and circumstances. In assessing the merits of any appeal, the Council shall have full authority to review all documentation of the account of record under appeal.

F. The Town Council shall have the authority to hear testimony on behalf of the appellant and the Town.

G. The Arizona Rules of Evidence do not apply in the appeal process.

H. The Town Council shall render a written decision to the appellant within ten (10) calendar days after receipt of the appeal.

I. Decisions of the Town Council are final.

J. All surcharge-related correspondence shall be addressed to:

Town of Jerome Manager  
PO Box 335, Jerome, AZ 86331

Section 13-9-10 Plan Review and Amendments

A. In an effort to meet the purpose, objectives and goals of this Plan, the Town Council shall review this DWSPP every five years.

B. The Town Council may amend this Plan, by Ordinance, pursuant to prevailing facts and circumstances at any given point in time.

C. If any provision of this Plan is found to be in violation of any Arizona law, statute, ordinance, case opinion or regulation by any court of record, the remaining provisions of this Plan shall remain in full force to the degree possible under Arizona law.